

## 002 - ASSESSOR

### Operational Summary

#### Mission:

To serve the citizens of Orange County by valuing all legally assessable property with uniformity and impartiality, producing property tax assessment rolls in accordance with the laws of the State of California, and helping property owners to understand their property valuations.

#### At a Glance:

Total FY 2004-2005 Actual Expenditure + Encumbrance:	28,773,952
Total Final FY 2005-2006	31,785,410
Percent of County General Fund:	1.21%
Total Employees:	337.00

#### Strategic Goals:

- Identify and properly value all taxable property in Orange County.
- Make property valuation information more accessible and easier to understand.
- Enhance operational efficiency and productivity through the implementation of new technology, policies and procedures.
- Encourage employee development by providing access to relevant training opportunities.

#### Key Outcome Indicators:

Performance Measure	2004 Business Plan Results	2005 Business Plan Target	How are we doing?
<b>VALUE ALL TAXABLE PROPERTY IN ORANGE COUNTY.</b> <b>What:</b> Fulfills the Assessor's Constitutional mandates. <b>Why:</b> Implements the provisions of Proposition 13 and other property tax laws.	Valued 845,293 real property parcels and 165,814 business/personal property accounts.	Continue to value all taxable property in the County.	We continue to respond to market dynamics and real estate transactions that have increased significantly from year to year, as well as changes in property tax laws and a workload that is increasing and shifting continually.
<b>PUBLISH THE SECURED AND UNSECURED ASSESSMENT ROLLS OF VALUE EVERY JULY.</b> <b>What:</b> Fulfills the Assessor's Constitutional mandates. <b>Why:</b> Establishes the basis for property tax assessments that fund schools and local government services.	Published the secured and unsecured assessment rolls in July 2004.	Publish the secured and unsecured assessment rolls in July 2005.	We are in the process of valuing all taxable property in the County for the FY 2005-06 assessment rolls of value.
<b>IMPLEMENT HOMEOWNER, VETERAN &amp; INSTITUTIONAL EXEMPTIONS FOR ELIGIBLE INDIVIDUALS AND ORGANIZATIONS.</b> <b>What:</b> Limits or reduces taxable value, as mandated by the State Constitution. <b>Why:</b> Qualifying individuals and organizations receive the tax-saving benefits of these exemptions.	More than 500,000 Homeowner, Veteran and Institutional exemptions were enrolled.	Implement exemptions in accordance with property tax laws.	We process claims and application forms on a continuous basis.

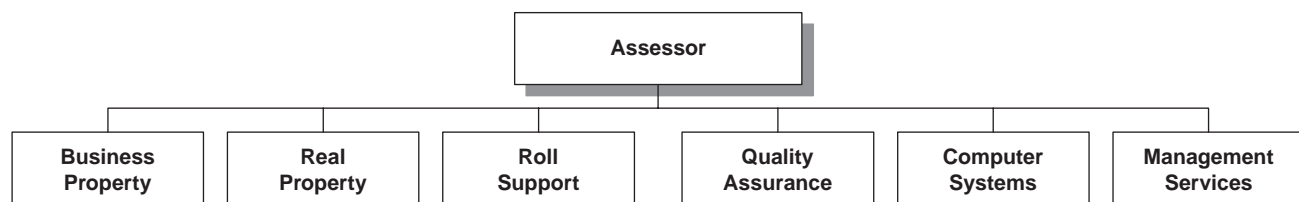
## Key Outcome Indicators: (Continued)

Performance Measure	2004 Business Plan	2005 Business Plan	How are we doing?
	Results	Target	
<b>APPLY TAXABLE VALUE RESTRICTIONS ADOPTED BY CALIFORNIA VOTERS.</b> <b>What:</b> Restricts taxable value based on qualifying events. <b>Why:</b> Implements Prop. 13 and other property tax laws that restrict the taxable value of property.	Applied taxable value restrictions to eligible parcels in accordance with property tax laws. Value may be restricted if property declines in value, is transferred between parent and child, or is purchased as a replacement residence by a senior citizen or disabled property owner.	Continue to apply taxable value restrictions to eligible properties in accordance with property tax laws.	We process claims and application forms on a continuous basis, and evaluate Prop. 8 parcels annually.
<b>CONTINUE TO PRODUCE LOCAL ASSESSMENT ROLLS THAT MEET LEGAL QUALITY STANDARDS.</b> <b>What:</b> The SBE conducts periodic surveys to determine if assessment rolls meet legal quality standards. <b>Why:</b> Reduces appeals and related costs, provides uniformity statewide, builds confidence in the system.	In the most recent survey conducted by the State Board of Equalization (SBE), Orange County's local assessment rolls meet legal quality standards established by Government Code Sections 15640 and 15642. The minimum legal quality rating is 95.0%, and Orange County's rating is 98.6%.	Continue to produce assessment rolls in accordance with property tax laws.	The Orange County Assessor and staff continually monitor the status of property tax laws and state rules. Property assessment practice is modified to implement changes in the law.

## FY 2004-05 Key Project Accomplishments:

- On July 21, 2004, the California Supreme Court denied the petition to review the decision on the 2% Court Case by the Court of Appeal. The Court of Appeal ruled that a temporary reduction of property assessment under Proposition 8 does not establish a new lower base value. The court noted that such a change in base value would be inconsistent with Proposition 13. This action concluded the legal review of this case. The issues of uniformity and market value assessments under the limits set by Proposition 13 are resolved.
- Businesses that operate in California are required by law to report business personal property holdings to the County Assessor in which the property is located. Property is reported annually on standard business property statement forms approved by the State Board of Equalization. The Orange County Assessor was appointed by the California Assessors' Association to take the lead role in developing a centralized on-line system that businesses could use to file property statements statewide. The Standard Data Record (SDR) system was implemented in March 2005.
- Orange County is the most productive of all urban California counties in terms of roll units worked per appraiser according to the latest report from the State Board of Equalization.
- Staff productivity, as measured by the number of assessed parcels per authorized position, has increased 61.3% since 1975, from 1,550 parcels per authorized position to 2,500 in 2004.

## Organizational Summary



**Assessment Of Business Property** - Audits and appraises business personal property and assesses all trade fixtures, leased equipment, boats and aircraft with taxable situs in Orange County.

**Assessment Of Real Property** - Appraises real property, new construction and reassessable changes in ownership, and maintains records on all real property parcels including residential, commercial, rural, industrial and special use properties.

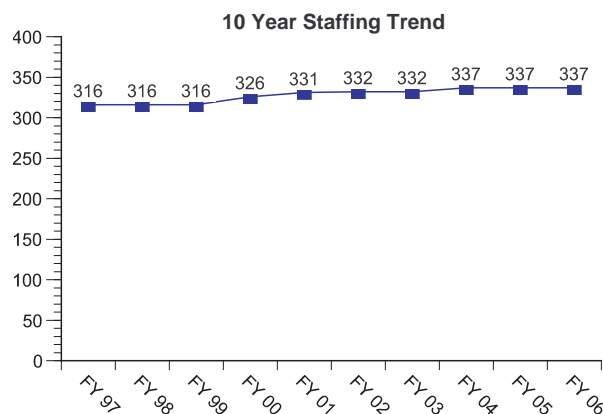
**Roll Support** - Reviews and maintains recorded documents evidencing a change in ownership of real property, prepares Assessor parcel maps and processes Homeowner, Veteran and Institutional exemptions.

**Quality Assurance** - Provides appraisal methodologies, procedures, training and quality control for roll production, audit and appraisal staff.

**Computer Systems** - Provides programming and data processing services, system security and technical services to support the development of the assessment rolls of value.

**Management Services** - Provides fiscal management, process integration, contract administration, procurement and personnel services, general department administration and public service support to the public and other government agencies.

### Ten Year Staffing Trend:



### Ten Year Staffing Trend Highlights:

- Twenty-one (21) positions were deleted in FY 1995-96 due to the County bankruptcy. Extra help and overtime labor has been used as appropriate to complete the work.
- Ten (10) positions were added back in January 1999 to accommodate the increased workload base, and to help with the annual workload increases. The department still had a significant shortage in permanent labor hours.
- Five (5) unfunded limited-term positions were added in FY 2000-01 to manage vacancies and better accommodate recruitment timeframes and to meet a larger workload. One (1) full-time regular position was added mid-year FY 2000-01.
- Five (5) extra-help positions were converted to regular positions in FY 2002-03 to meet a growing workload and to get the department back to the 1994 staffing level. The department continues to use extra-help and overtime labor to manage seasonal workload fluctuations and complete the significant workload increase that has occurred since 1994. The staffing level also allowed the department to apply for the State-County Property Tax Administration Grant Program (AB-589).
- In March 2004, the Assessor Department received a grant from the State of California, under the AB-589 program. Positions funded by the grant are budgeted in Agency 127.

## Budget Summary

### Plan for Support of the County's Strategic Priorities:

The Assessor Department recognizes the County's Strategic Priorities, and will continue to operate in concert with those priorities to the extent that they do not interfere with the Department's Constitutional mandate to produce valuation rolls and provide valuation services to Orange County's property owners and businesses.

## Final Budget History:

Sources and Uses	FY 2003-2004	FY 2004-2005	FY 2004-2005	FY 2005-2006	Change from FY 2004-2005	
	Actual Exp/Rev	Budget As of 6/30/05	Actual Exp/Rev <sup>(1)</sup> As of 6/30/05		Actual Amount	Percent
Total Positions	337	337	337	337	0	0.00
Total Revenues	6,699,695	5,732,975	10,813,099	6,720,825	(4,092,274)	-37.84
Total Requirements	29,308,458	30,538,502	28,986,764	31,785,410	2,798,646	9.65
Net County Cost	22,608,763	24,805,527	18,173,665	25,064,585	6,890,920	37.91

(1) Amounts include prior year expenditure and exclude current year encumbrance. Therefore, the totals listed above may not match Total FY 2004-05 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Assessor in the Appendix on page page 462

## Budget Units Under Agency Control:

No.	Agency Name	Assessment Of Business Property	Assessment Of Real Property	Roll Support	Quality Assurance	Computer Systems	Management Services	Total
002	Assessor	4,676,568	8,672,809	7,810,404	728,244	2,183,352	7,714,033	31,785,410
127	Property Tax Admin State Grant	0	0	0	0	0	17,095,620	17,095,620
	Total	4,676,568	8,672,809	7,810,404	728,244	2,183,352	24,809,653	48,881,030

## 002 - Assessor

### Summary of Final Budget by Revenue and Expense Category:

Revenues/Appropriations	FY 2003-2004		FY 2004-2005		FY 2004-2005		FY 2005-2006		Change from FY 2004-2005	
	Actual Exp/Rev		Budget		Actual Exp/Rev <sup>(1)</sup>		Final Budget		Actual	
			As of 6/30/05		As of 6/30/05				Amount	Percent
Intergovernmental Revenues	\$ 12,864		\$ 5,000		\$ 33,356		\$ 5,000		\$ (28,356)	-85.01%
Charges For Services	6,678,249		5,727,975		10,779,742		6,715,825		(4,063,917)	-37.69
Miscellaneous Revenues	8,581		0		0		0		0	0.00
<b>Total Revenues</b>	<b>6,699,695</b>		<b>5,732,975</b>		<b>10,813,099</b>		<b>6,720,825</b>		<b>(4,092,274)</b>	<b>-37.84</b>
Salaries & Benefits	23,664,888		24,451,377		23,126,275		25,491,725		2,365,450	10.22
Services & Supplies	5,581,462		6,026,125		6,048,280		6,382,685		334,405	5.52
Services & Supplies Reimbursements	0		0		(241,040)		(150,000)		91,040	-37.76
Fixed Assets	62,108		61,000		53,249		61,000		7,751	14.55
<b>Total Requirements</b>	<b>29,308,458</b>		<b>30,538,502</b>		<b>28,986,764</b>		<b>31,785,410</b>		<b>2,798,646</b>	<b>9.65</b>
<b>Net County Cost</b>	<b>\$ 22,608,763</b>		<b>\$ 24,805,527</b>		<b>\$ 18,173,665</b>		<b>\$ 25,064,585</b>		<b>\$ 6,890,920</b>	<b>37.91%</b>

(1) Amounts include prior year expenditure and exclude current year encumbrance. Therefore, the totals listed above may not match Total FY 2004-05 Actual Expenditure + Encumbrance included in the "At a Glance" section.

### Final Budget Summary of Assessment Of Business Property:

Revenues/Appropriations	FY 2003-2004		FY 2004-2005		FY 2004-2005		FY 2005-2006		Change from FY 2004-2005	
	Actual Exp/Rev		Budget		Actual Exp/Rev <sup>(1)</sup>		Final Budget		Actual	
			As of 6/30/05		As of 6/30/05				Amount	Percent
Salaries & Benefits	\$ 3,976,714		\$ 4,254,599		\$ 3,719,190		\$ 4,504,443		\$ 785,253	21.11%
Services & Supplies	121,968		168,125		128,519		172,125		43,606	33.92
<b>Total Requirements</b>	<b>4,098,682</b>		<b>4,422,724</b>		<b>3,847,709</b>		<b>4,676,568</b>		<b>828,859</b>	<b>21.54</b>
<b>Net County Cost</b>	<b>\$ 4,098,682</b>		<b>\$ 4,422,724</b>		<b>\$ 3,847,709</b>		<b>\$ 4,676,568</b>		<b>\$ 828,859</b>	<b>21.54%</b>

### Final Budget Summary of Assessment Of Real Property:

Revenues/Appropriations	FY 2003-2004		FY 2004-2005		FY 2004-2005		FY 2005-2006		Change from FY 2004-2005	
	Actual Exp/Rev		Budget		Actual Exp/Rev <sup>(1)</sup>		Final Budget		Actual	
			As of 6/30/05		As of 6/30/05				Amount	Percent
Salaries & Benefits	\$ 8,453,907		\$ 8,197,285		\$ 8,088,142		\$ 8,501,649		\$ 413,507	5.11%
Services & Supplies	130,486		165,160		110,449		171,160		60,711	54.96
<b>Total Requirements</b>	<b>8,584,392</b>		<b>8,362,445</b>		<b>8,198,591</b>		<b>8,672,809</b>		<b>474,218</b>	<b>5.78</b>
<b>Net County Cost</b>	<b>\$ 8,584,392</b>		<b>\$ 8,362,445</b>		<b>\$ 8,198,591</b>		<b>\$ 8,672,809</b>		<b>\$ 474,218</b>	<b>5.78%</b>

### Final Budget Summary of Roll Support:

Revenues/Appropriations	FY 2003-2004	FY 2004-2005	FY 2004-2005	FY 2005-2006	Change from FY 2004-2005	
	Actual Exp/Rev	Budget As of 6/30/05	Actual Exp/Rev <sup>(1)</sup> As of 6/30/05	Final Budget	Actual Amount	Percent
Charges For Services	\$ 1,219	\$ 0	\$ 0	\$ 0	\$ 0	0.00%
<b>Total Revenues</b>	1,219	0	0	0	0	0.00
Salaries & Benefits	7,035,903	7,512,990	7,165,720	7,718,219	552,499	7.71
Services & Supplies	118,290	87,185	119,532	92,185	(27,347)	-22.87
<b>Total Requirements</b>	7,154,194	7,600,175	7,285,252	7,810,404	525,152	7.20
<b>Net County Cost</b>	\$ 7,152,975	\$ 7,600,175	\$ 7,285,252	\$ 7,810,404	\$ 525,152	7.20%

### Final Budget Summary of Quality Assurance:

Revenues/Appropriations	FY 2003-2004	FY 2004-2005	FY 2004-2005	FY 2005-2006	Change from FY 2004-2005	
	Actual Exp/Rev	Budget As of 6/30/05	Actual Exp/Rev <sup>(1)</sup> As of 6/30/05	Final Budget	Actual Amount	Percent
Salaries & Benefits	\$ 690,946	\$ 783,076	\$ 644,485	\$ 708,994	\$ 64,509	10.00%
Services & Supplies	8,293	15,250	7,989	19,250	11,261	140.95
<b>Total Requirements</b>	699,239	798,326	652,474	728,244	75,770	11.61
<b>Net County Cost</b>	\$ 699,239	\$ 798,326	\$ 652,474	\$ 728,244	\$ 75,770	11.61%

### Final Budget Summary of Computer Systems:

Revenues/Appropriations	FY 2003-2004	FY 2004-2005	FY 2004-2005	FY 2005-2006	Change from FY 2004-2005	
	Actual Exp/Rev	Budget As of 6/30/05	Actual Exp/Rev <sup>(1)</sup> As of 6/30/05	Final Budget	Actual Amount	Percent
Salaries & Benefits	\$ 1,924,827	\$ 1,912,549	\$ 2,110,039	\$ 2,155,552	\$ 45,513	2.15%
Services & Supplies	24,566	23,800	26,637	27,800	1,163	4.36
Fixed Assets	8,945	0	0	0	0	0.00
<b>Total Requirements</b>	1,958,337	1,936,349	2,136,676	2,183,352	46,676	2.18
<b>Net County Cost</b>	\$ 1,958,337	\$ 1,936,349	\$ 2,136,676	\$ 2,183,352	\$ 46,676	2.18%

### Final Budget Summary of Management Services:

Revenues/Appropriations	FY 2003-2004	FY 2004-2005	FY 2004-2005	FY 2005-2006	Change from FY 2004-2005	
	Actual Exp/Rev	Budget As of 6/30/05	Actual Exp/Rev <sup>(1)</sup> As of 6/30/05	Final Budget	Actual Amount	Percent
Intergovernmental Revenues	\$ 12,864	\$ 5,000	\$ 33,356	\$ 5,000	\$ (28,356)	-85.01%
Charges For Services	6,677,030	5,727,975	10,779,742	6,715,825	(4,063,917)	-37.69
Miscellaneous Revenues	8,581	0	0	0	0	0.00
<b>Total Revenues</b>	6,698,476	5,732,975	10,813,099	6,720,825	(4,092,274)	-37.84
Salaries & Benefits	1,582,592	1,790,878	1,398,699	1,902,868	504,169	36.04

## Final Budget Summary of Management Services:

Revenues/Appropriations	FY 2003-2004	FY 2004-2005	FY 2004-2005	FY 2005-2006	Change from FY 2004-2005	
	Actual Exp/Rev	Budget As of 6/30/05	Actual Exp/Rev <sup>(1)</sup> As of 6/30/05		Actual Amount	Percent
Services & Supplies	5,177,858	5,566,605	5,655,154	5,900,165	245,011	4.33
Services & Supplies Reimbursements	0	0	(241,040)	(150,000)	91,040	-37.76
Fixed Assets	53,163	61,000	53,249	61,000	7,751	14.55
<b>Total Requirements</b>	<b>6,813,613</b>	<b>7,418,483</b>	<b>6,866,062</b>	<b>7,714,033</b>	<b>847,971</b>	<b>12.35</b>
<b>Net County Cost</b>	<b>\$ 115,138</b>	<b>\$ 1,685,508</b>	<b>\$ (3,947,037)</b>	<b>\$ 993,208</b>	<b>\$ 4,940,245</b>	<b>-125.16%</b>